

**MT VERNON CITY HALL
LEASE AGREEMENT**

This lease is hereby entered into between the City of Mount Vernon, Iowa, (hereinafter referred to as LESSOR) and _____

YOUR NAME HERE

(hereinafter referred to as LESSEE) concerning the rental of City property, in accordance with the following terms and limitations:

TYPE OF EVENT TO BE HELD- FAMILY REUNION, MEETING, BIRTHDAY PARTY?

WHICH ROOM ARE YOU WANTING TO RENT?

RENTAL DATE(S) AND TIME(S)

NUMBER OF PEOPLE

FURTHER:

1. The undersigned LESSEE agrees to be responsible for all damage to the LESSOR'S property that takes place while the lessee or their guests are occupying the premises.
2. A \$100.00 rental fee as well as a \$100.00 security deposit will be required of all persons and organizations wishing to lease our facilities. The \$100.00 security deposit will be refunded if said facility is found to be in the same condition as prior to rental.
3. The LESSOR has the sole discretion to waive this requirement for a security deposit if the LESSEE is a non-profit organization.
4. The undersigned LESSEE further acknowledges its responsibility and hereby agrees to clean, as necessary, at the conclusion of the event or activity so that the facilities are as clean or cleaner than when the LESSEE accepted and opened the same facilities for its event or activity. The first failure to comply with these cleaning requirements will result in a \$100.00 penalty or the actual cost of cleaning, whichever is greater, and may result in cancellation of this lease at the sole discretion of the LESSOR.
5. In addition the undersigned LESSEE agrees to indemnify and hold the City harmless from any liability arising from the conduct of the LESSEE or the invited guests in connection with the leasing of this property.
6. The LESSEE acknowledges and agrees that smoking is prohibited in all City facilities, City Parks, and Pavillions.
7. The LESSEE acknowledges and agrees that no alcoholic beverages will be given away, sold, served or consumed.
8. The LESSEE acknowledges there will be no burning of candles of any kind or fireworks on the premises..

9. The LESSEE acknowledges that the City Of Mount Vernon has made every attempt to keep the subject facilities handicapped accessible.
10. The LESSEE agrees to inform the City of any special requirements or needs prior to its utilization of the subject facilities under this agreement.
11. The LESSEE will respect the times they have reserved and will leave the facility if another party has it reserved before or after their scheduled time.
12. The LESSEE acknowledges that the City business takes precedence over rental events held at City owned property, and if any area is needed for City business then the lease agreement can become null and void with little to no notice prior.

DATE OF THIS AGREEMENT _____ **20**_____

SIGN YOUR NAME HERE-LESSEE

YOUR ADDRESS HERE-LESSEE

YOUR PHONE NUMBER-LESSEE

**LESSOR IS THE CITY OF MOUNT VERNON
213 FIRST STREET NW
MOUNT VERNON, IOWA 52314**

